

**MAYOR AND CITY COUNCIL
CITY OF SEAT PLEASANT
REGULAR WORK SESSION
MONDAY, JULY 2, 2018
6:00P.M.**

1. OPENING

1.1.1 Call to Order

Council President Yeargin called the meeting to order at 6:21p.m.

1.1.2 Roll Call

Present: Mayor Eugene Grant (Late), Councilmember Charl Jones, Councilmember Hope Love, Councilmember Lamar Maxwell (Late), Councilmember Shireka McCarthy, Councilmember Kelly Porter, Councilmember Gloria Sistrunk, Councilmember Reveral Yeargin

Staff: Weyimi Ayu, Director of Economic Development, Dashaun N. Lanham, City Clerk, Diamond Plater, Council Clerk, Jeannelle B. Wallace, Chief Operating Officer, Adeoye Aganga-Williams, Chief Financial Officer

1.1.3 Invocation and Pledge of Allegiance:

The invocation was given by Council President Yeargin

1.1.4. Approval of Agenda

It was motioned by Councilmember Sistrunk and seconded by Councilmember McCarthy to approve the agenda. The motion carried and was approved by the Council.

2. PRESENTATIONS:

2.1. Demonstration of NetSuite, Adeoye Aganga-Williams, Chief Financial Officer

- Mr. Williams, Chief Financial Officer demonstrated to the City Council the process to access and the use of NetSuite the City's Financial System.
- Mr. Williams explained that the red for revenue is due to the fiscal year had just begun on Sunday, July 1, 2018. This does not mean that the city's account is negative. As the revenues are received the line will increase.
- Mr. Williams stated that the City Council can set up their own activities in NetSuite.

- Mr. Williams instructed the council to go to reports, scroll down to banking and budgeting, and select budget vs actual for the Council to see the budget screen.
- Mr. Williams encouraged the City Council to access NetSuite from a laptop, as the iPad isn't as user friendly.
- Council President Yeargin suggested that the City Council meet with Mr. Williams regarding any request for NetSuite.

3. REPORTS:

3.1. Mayor's Report

- Mayor Grant stated that he had an opportunity to have a discussion with a few of the Councilmembers on Saturday, June 30, 2018 at the Ward III Prayer Breakfast.
- Mayor Grant stated that the City has embarked upon the Smart City venture, and on selling the prescription to the IOC. It is a process in selling subscriptions, we will continue to push and promote the IOC. We have a City coming on Thursday, July 5, 2018, and other cities that have expressed an interest. Our targeted market is from Maine to Miami, but we have interest from Minneapolis.
- We will be inundated with calls after the commercials are aired. The Chief of Police has been getting calls with positive feedback from those that understand the data analytics.
- Mayor Grant stated that everyone has a different definition on Smart Cities.
- Mayor Grant stated that our Smart City is a Shared Service Hub, and no one has debated him on the Smart City Definition for Seat Pleasant. The sensor is collecting the data and centralizing the data in one location.
- Mayor Grant stated that we are coming from a totally different perspective, as they can select their services. Mrs. Wallace was trained on the operations of the IOC, and he will be trained as well.
- Mayor Grant stated that SPICE will be set-up in one week with the articles of incorporation, application and contracts. The documents will be vetted by the attorneys of each municipalities. We are hoping to have two municipalities on board by NLC to highlight them at the conference. SPICE is the holding company for the IOC, and the Housing Trust Fund. We want to get to the point where we are using the investor monies oppose to the City's money. The dividend will be over ten years. The IOC basic subscription is \$65,000, the city will have 100% take home, after the investment cost and system is built. The subscription fees are charged on annual basis.

- Mayor Grant stated that we are getting a lot of feedback on municipalities on the MY Seat Pleasant APP. We need to consider offering the App from the City and not the vendor.
- Councilmember McCarthy requested for Mayor Grant to get a more concrete number for the city to host the app, and the number of people that will be needed to facilitate the responsibilities. The Chief Financial Officer can provide the Mayor and Council as to where the monies are in the budget.
- Mayor Grant stated that they have engaged a Trademark attorney for the CGS, and they are searching to see if the logo is in existence. We can license the logo out just as other companies.
- Council President Yeargin requested for the Mayor to bring the information back to the Council in September.

3.2. Chief Operating Officer

- Mrs. Wallace stated the reports in BoardDocs are from May, as the department heads were providing reports for three weeks in the month.
- Mrs. Wallace stated that the Forensic Audit concerning Verizon will be received by the City after July 9, 2018.
- The audit for FY2017 is being finalized and we are trying to move forward with the FY2018.
- The staff retreat report is attached, which is lengthy, and the Chief Operating Officer report on page 3, provides cost center numbers for each cost center spent. The finance report and the income statement for July 2017-May 2018 provides every item concerning income that has come into the city. We have collected 1,461,000,000. We exceeded our budget revenues by 5%. The Cash and Investment reports provides for all the department reporting. The city reserve account, investment account as of YTD. The information is pulled from NetSuite.
- Council President stated that the Council had some year-end events that was spear headed by the Council President and some of the request was denied.
- Council President Yeargin requested for Mrs. Wallace to expound on what had transpired.
- Mrs. Wallace stated that she denied the request for staff a person to serve the food and clean the building. When we had events in the past with food being dropped off, each person served themselves and renting a facility, they should provide tables and chairs.
- Mrs. Wallace stated that with regards to the Ward III Prayer Breakfast she informed the Council President of Ethic Laws with regards to giving gift

cards to constituent can be perceived as buying votes. Unfortunately, the Council President disagreed with me regarding the ethical issue.

3.3. City Council Committee Reports

- The City Council did not have any monthly reports for the month of July 2018.

4. LEGISLATION

4.1. Resolution R-19-01 Approval and Consent of Council Recess was introduced by the City Council and read by the City Clerk on Monday, July 2, 2018. It was motioned by Councilmember Jones and seconded by Councilmember Love to approve Resolution R-19-01. The motion carried and was unanimously approved by the City Council.

5. UNFINISHED BUSINESS

5.1. Request to Increase Goodwin Park Rental Fees

- It was recommended that the LGIT review the changes to the Goodwin Park Rental Application as recommended by Chief Operating Officer and staff to ensure that we have included all the requirements for the rental. To verify if we need a hold harmless clause for park rentals.

6. NEW BUSINESS

6.1. Departmental Monthly Report Submission Revision

- Mrs. Wallace informed the City Council that the departmental reports will be changed to allow the departments to give a full month report.

6.2. Engaging Commercial Businesses in Seat Pleasant

- The City Council postponed this item until September 10, 2018.

6.3. Charter Review C-701, C-801, C-802, C-803, C-804

- The City Council postponed this item until September 10, 2018.

6.4. Council Goals

- The City Council postponed this item until September 10, 2018.
- Council President Yeargin requested for the City Council to provide the Council Clerk with three to four goals by August 15, 2018.

6.5. Legislative Breakfast

- City Clerk Lanham explained to the City Council the purpose of the legislative breakfast.

- The City Council requested for Mrs. Lanham to forward a copy of the Legislative Breakfast packet to each Councilmember.
- Council President Yeargin requested for each Councilmember to provide to the Council Clerk by August 15, 2018 with recommendations.

6.6. Policy and Procedures for Events for Staff and Council

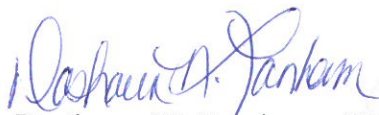
- Council President Yeargin request for the Chief Operating Officer, Mrs. Wallace to create a policy for events.

7 ANNOUNCEMENTS

- 7.1. Public Safety Award Ceremony, Friday, July 6, 2018, Camelot-13901 Central Ave., Upper Marlboro, MD at 7:00p.m. by TICKETS ONLY!
- 7.2. Mayor's 1st Annual Bike Rodeo, Saturday, July 7, 2018, Goodwin Park, 311 68th Ave., Seat Pleasant, MD at 9:00a.m.-2:00p.m.
- 7.3. Public Session, Monday, July 9, 2018, Seat Pleasant City Hall-Council Chambers, 6301 Addison Rd., Seat Pleasant, MD at 7:00p.m.
- 7.4. Ward II Monthly Meeting, Monday, July 23, 2018, Seat Pleasant Activity Center, 5720 Addison Rd., Seat Pleasant, MD at 6:00p.m.

ADJOURN-The meeting was adjourned at 9:23p.m.

Submitted by,



Dashaun N. Lanham, CMC
City Clerk